



Rowan County Building Code Enforcement

402 North Main Street • Suite 207 • Salisbury, N.C. 28144-4341

Office: 704-216-8619 Fax: 704-638-3130

COMMERCIAL PLAN REVIEW PACKET



PLANS REVIEWER, BRIAN GOINS, 704.216.8614



Rowan County Building Code Enforcement

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TABLE OF CONTENTS

Procedure for Obtaining a Commercial Permit	Page 3
Plan Review Requirements	Page 4
Table 104.1 – Document approval	Page 5
Metal Buildings and Pole Structures	Page 6
Contact Sheet	Page 7
IVR Information Sheet – for calling in Inspections	Page 8
IVR Code List	Page 9-10
Work by a Non-Licensed Contractor – REQUIRED AS NEEDED	Page 11
Owner Acting as Their Own Contractor – REQUIRED AS NEEDED	Page 12
Affidavit of Workers’ Compensation Coverage – REQUIRED	Page 13
Flood Administration Information Page – REQUIRED	Page 14
Additional Data / Final Inspections – REQUIRED	Page 15
Commercial Plan Review Application – REQUIRED	Page 16
Commercial Plan Review Requirements – REQUIRED	Page 17
Appendix B – REQUIRED	Page 19-33
Statement of Special Inspections – REQUIRED AS NEEDED	Page 35-37
Contractor’s Statement of Responsibility – REQUIRED AS NEEDED	Page 39
Rehab Code Decision Diagram – REQUIRED AS NEEDED	Page 41



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PROCEDURE FOR OBTAINING A COMMERCIAL PERMIT

1. Submit 2 sets of plans to the Building Code Enforcement Department.

These sets will be reviewed within 2 weeks

(given that required paperwork is submitted correctly and re-submittals are not required)

After approval, one set will be required on-site until final inspections are passed and one set will be retained in the Building Code Enforcement office for one year.

Required Paperwork for Submitting Plans:

- Commercial Plan Review Checklist
- Commercial Plan Review Application
- Appendix B
- Statement of Special Inspections (if required)
- \$30 plan review fee

2. Bring relevant information for permit issuance (after plans have been reviewed and approved)

- Owner's Name
- Owner's Property Address
- Owner's Contact Number
- Directions to the Property (No Map Quest please)
- Flood Administration Approval by Rowan County or City of Kannapolis/Salisbury
- Zoning Permit (either from county, Room 204, or corresponding municipality)
 - ❖ A Site Plan will be required showing distance from property lines
- Map and Parcel Number verification (will be verified in Tax Assessor office, Room 201)
- Environmental Permits – Well and Septic – as required (Room 107)
- Municipality proof of tap fees paid – as required
- Contractor's Name, Address, Contact Number, and License Number
- Dimensions, Square Footage and Value of Construction
- Information on who is providing Worker's Compensation – as required
- Fire Marshall Approval (requires 1 set of plans be reviewed by Fire Marshall)
 - ❖ City of Salisbury: Doug Stevens – 704.638.4467
 - ❖ County: Tom Murphy – 704.216.8916



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Plan Review Requirements:

Per North Carolina Building Code 2009 Edition

2 Sets REQUIRED

1. **Site Plan:** Show proposed location, all buildings, size, type distance apart and distance to all property lines.
Also, location and size of site utilities, parking, details for accessible parking and accessible routes.
2. **Floor Plan:** Includes all doors, door swing, windows, stairs, ramps and changes in elevation.
Also, bathrooms shall be shown.
3. **Footing, Slab, Foundation & Elevation Details**
4. **Structural Details:** for floors, walls, ceilings, roofs, all design loads, soil bearing capacity and steel drawings.
5. **Compaction Test:** Information on all backfill lots or otherwise as required by code
6. **Plumbing, Mechanical, and Electrical Drawings**
7. **Sprinkler Plans:** Where a building is protected throughout with an automatic sprinkler system in accordance with Chapter 9 of the North Carolina Fire Code, sprinkler plans will be required to be submitted with the building plans. The appropriate Fire Marshall will also need plans submitted (requires drawings and hydraulic calculations)
 - ❖ City of Salisbury: Doug Stevens – 704.638.4467
 - ❖ County: Tom Murphy – 704.216.8916
8. **Appendix B:** Building Code Summary

The approved plans will be stamped by the Rowan County Building Code Enforcement



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104.1 North Carolina Department of Insurance, Engineering Division.

104.1.1 Document approval. Construction specifications and drawings, including Appendix B of this code, for buildings specified in Table 104.1 shall be submitted to the Engineering Division of the North Carolina Department of Insurance. The Engineering Division shall grant document approval before a permit is issued on any building listed in Table 104.1.

TABLE 104.1
NORTH CAROLINA DEPARTMENT OF INSURANCE,
ENGINEERING DIVISION DOCUMENT OF APPROVAL FOR
NEW CONSTRUCTION AND ADDITIONS

OCCUPANCY GROUP	BUILDING PLANS TO BE APPROVED
Section 403 – High Rise ¹	All Buildings
Section 402- Covered Mall Buildings ¹	All Buildings
City/county owned	All buildings 20,000 sq. ft. or greater As required by G.S. §58-31-40
State Owned	All buildings as required by G.S. §58-31-40
Group A ^{1,2}	Occupant load over 1,000
Group E ¹	Over 2 stories or over 20,000 sq. ft./story
Group H ¹	Occupant load over 100
Group I ¹	Over 3 stories or over 10,000 sq. ft./story
Group R ¹	Over 4 stories or over 100 units/building

For SI: 1 square foot = 0.0929 m²

- Plans and specifications are not required by the Engineering Division on Buildings, except city/county owned, that are located in a city or county Inspection jurisdiction approved to perform plans review.
- Except temporary bleachers.

Commentary: The square footage listed above refers to the footprint of a new building or building addition.

The occupant loads refer to anew building or building addition area only.

For the purpose of this table only, the occupant load for a church is based on the occupant load of the Occupant Group A-3 main meeting area. If the A-3 area is over 1,000 occupants, then DOI plan review is required unless exception 2 applies.

General Statute 58-31-40 indicates that such city/county owned buildings must be greater than 20,000 square feet (1858 m²) of new or additional building footprint to require DOI review. The 20,000 square feet (1858 m²) applies to individual structures on the site and not the sum of the structures.



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POLICY STATEMENT

RE: Engineered Metal Buildings and Pole Structures

These types of construction are engineered and the designs and all documents associated with these types of buildings shall bear the seal date and signature of a North Carolina Design Professional. Regardless of the size or value of the building, all structural elements that are subject to resistance or load shall be engineered. This includes, but is not limited to calculations and documentation as outlined in section 106.2.2 of the North Carolina Administrative Code and Policies which states, "The inspection department may require details, computation, stress diagrams or documentation sealed by a registered design professional and other data necessary to describe the construction or installation of a system".

The exception as to when an engineer's seal would not be required is stated in section 204.3.5 of the North Carolina Administrative Code and Policies and would only pertain to non structural appurtenances attached to an engineered building such as electrical, plumbing and mechanical systems. And generally could be used if the total value of the entire project (including existing construction) does not exceed \$90,000 and the total building dimension does not exceed 2,500 square feet. All other building elements regardless of size or value shall bear a seal.

For the purpose of applying the exception mentioned the value of the building would include, but is not limited to the value of existing structures (for additions), total cost of new construction, both, labor and materials, all site preparation, insurance, architectural and engineering fees for documents and other purposes and profit. The value of the land is not included. Rowan County uses the ICC Valuation Tables adjusted for region as the minimum value.

The Building Code Summary (Appendix B) of the North Carolina Building Code 2009 Edition requires that the design professional state the values associated with certain loads such as wind and seismic. As stated in section 1603 of that volume, "The following information related to seismic loads shall be shown, regardless of whether seismic loads govern the lateral design of the building. 1. Seismic use group. 2. Spectral response coefficient. 3. Site class. 4. Basic seismic-force-resisting system. 5. Design base shear. 6. Analysis procedure, etc..." and section 1609.

The Building Code Summary is a technical document and as stated in Chapter 16 of the North Carolina Building Code 2009 Edition the information requested in that document as it applies to engineered buildings needs to be filled out and sealed by a design professional.



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ROWAN COUNTY BUILDING CODE ENFORCEMENT CONTACT SHEET

INSPECTORS	NEXTEL	OFFICE	EMAIL
DANA HART – Director	150*21*1003	704-216-8625	dana.hart@rowancountync.gov
THOMAS O'KELLY- Asst. Director	150*24*37628	704-216-8612	thomas.okelly@rowancountync.gov
DALE DRYE- Field Supervisor	150*24*7310	704-216-8616	michael.drye@rowancountync.gov
BRIAN GOINS- Plans Reviewer	150*24*294	704-216-8614	brian.goins@rowancountync.gov
SCOTT LOWDER	150*25*16923	704-216-8617	jesse.lowder@rowancountync.gov
DAVID LOWMAN	150*24*37707	704-216-8613	david.lowman@rowancountync.gov
DAVID PREVETTE	150*24*37620	704-216-8622	david.prevette@rowancountync.gov
BILL STRAUGHN	150*24*37732	704-216-8618	william.straughn@rowancountync.gov
LEE YOUNG	150*24*13390	704-216-8624	robbie.young@rowancountync.gov
OFFICE STAFF			
CATHY SHOAF	704-216-8610	cathy.shoaf@rowancountync.gov	
JULIA BROWN	704-216-8609	julia.carter@rowancountync.gov	
SANDY HOWELL	704-216-8597	sandy.howell@rowancountync.gov	
OFFICE	704-216-8619		
INSPECTION SCHEDULING	1-866-701-3354		

Inspections requested **before 4:00pm** will be scheduled for the next workday.

Inspections are completed from 8am to 4pm. We do not offer appointment times.

Inspections **WILL NOT** be scheduled if emailed in.

The inspection line **MUST** be called to schedule inspections.

List of Professional Engineers

These Professional Engineers have agreed to be on this list for public use.

Users may select ANY appropriately licensed North Carolina registered design professional.

Morton Engineering	704-857-0252
Jamey Basinger	704-796-1445
Chas H Sell Inc	704-662-0100
Piedmont Design Associates PA	704-664-7888
David Black, PE	336-239-4796

Citizen Access on the Web

Connect to

www.rowancountync.gov/energov

and create a New Account

Your information will then be sent into the system where one of the office staff will connect your information to the active permit information

You can not create an account without a permit.



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IVR Phone System Information Sheet

Dial 1.866.701.3354 to Enter into System

When prompted enter in permit number (ONLY last four or five digits of permit)

For example permit PLUM-9-09-19414, enter 1 9 4 1 4

The system will state the address associated with the permit number

Then asks if this is the correct address

Press 1 for Yes Press 2 for No

Permit Menu

Press 1 to Request New Inspection

Press 2 to Submit Cancellation of a Pending Inspection

Press 3 to Submit a Date Change for a Pending Inspection

Press 4 to Check Inspection or Permit Status

Press 9 to Return to the Main Menu

Request New Inspection (Press 1)

Prompts for the Inspection Reference Number (The 3 DIGIT IVR Number on the Inspection Handout)

The system will also list available inspections for that permit if you do not have an IVR list available.

Press 8 to Return to Previous Menu or

Enter the 3 Digit IVR Number

Press 1 for next business day (The system will say Day, Month, Date)

Press 0 to Return to Previous Menu

WE ASK THAT YOU NOT SCHEDULE MORE THAN ONE BUSINESS DAY OUT
PLEASE REMEMBER THAT 4PM IS STILL OUR CUT OFF TIME FOR INSPECTIONS

Submit Cancellation of a Pending Inspection (Press 2)

An Inspection has to be scheduled to cancel a pending inspection

'Same Day' inspections can not be cancelled – The inspection has to be cancelled before the day of inspection

Submit a Date Change for a Pending Inspection (Press 3)

An Inspection has to be scheduled to cancel a pending inspection

'Same Day' inspections can not be changed – The inspection has to be changed before the day of inspection

Check Inspection or Permit Status (Press 4)

Press 1 for Permit Status

Press 2 for Status of Inspection

Press 8 for Previous Menu

Press 9 for Main Menu

Permit Status (Press 1) - System states status

Remember: 'Signatures Needed' means the Inspections Dept. need Signatures to Schedule Inspections

'Hold for Flood' means the Flood Admin. in Planning needs to Inspect or a Survey is needed

Status of Inspection (Press 2)

Press 1 for Past Week of Inspections

Press 2 for last 2 Weeks of Inspections

Press 3 for last Month of Inspections

Press 4 for all Inspections

Press 8 for Previous Menu

Press 9 for Main Menu



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Rowan County Building Inspections – Inspection Descriptions			IVR
Building or Framing Inspections			
Building Footing	Excavated area for building support	*** Port a John required at first inspection***	100
Building Foundation	Basement/Crawl Space area (Includes Footing Projection Inspection)	*** Port a John required at first inspection***	105
Building Footing Projection	Checking proper projection around walls or piers		110
Building Open Floor	Checking floor joists and girder locations on piers and walls before sheathing or sub floor is applied		115
Building Monolithic Slab	Footing and Slab as one pour	*** Port a John required at first inspection***	120
Building Slab	Concrete pour used for building floor		125
Building Sheathing, Flashing & Windows	Checking fastening schedule for sheathing and/or wrap around walls and windows for waterproofing needs		130
Building Waterproofing	Seal applied to walls around foundation to prevent water infiltration		135
Building Drainage	Pipe and gravel for drainage		140
Building Lintels	Inspect Metal L beam to support Brick Veneer		145
Building Framing for Residential	All framing work for residential structure before sheetrock or insulation installed		150
Building Chimney	The clearances from combustibles and chimney throat and/or damper area		155
Building Insulation	Wall Cavities and Baffles in attic		160
Building Final for Residential	To final all work for residential structure		165
Building Above Ceiling Rough In	All framing work above ceiling before lay in ceiling or sheet rock is installed – Commercial		170
Building Framing for Commercial	All framing work for commercial structure before sheetrock or insulation installed – Commercial		175
Building Fire Rated Assemblies	Inspect fire rated construction – walls, columns, beams, girders, floor, ceiling and/or roof assemblies		180
Building Final for Commercial	To final all work for commercial structure		185
Electrical Inspections			
Electrical Builder's Service	Same as Saw Service – Check Electrical for Temporary Electrical Service used for building purposes		200
Electrical Underslab Rough In	All electrical lines ran before slab is poured over them		205
Electrical Under Ground Lines	All electrical lines ran underground		210
Electrical Rough In	All electrical work for commercial or residential structure before sheetrock or insulation installed		215
Electrical Change of Service	Check electrical changes for Increasing or Decreasing amps or volts to a structure's electrical service		220
Electrical Conditional Power	Check electrical for 90 day temporary electrical service – NOT FOR OCCUPANCY -		225
Electrical Above Ceiling Rough In	All electrical work above ceiling before lay in ceiling or sheet rock is installed – Commercial		230
Electrical Above Ceiling Final	To final all electrical work above ceiling before lay in ceiling or sheet rock is installed – Commercial		235
Electrical Final	To final all electrical work for commercial or residential structure		240
Mechanical Inspections			
Mechanical Under Ground Gas Lines	All gas lines ran underground		300
Mechanical Rough In	All mechanical work for commercial or residential structure before sheetrock or insulation installed		305
Gas Rough In	All gas line work for commercial or residential during rough in stages		310
Mechanical Gas Pressure	Test pressure on gas lines		315
Mechanical Above Ceiling Rough In	All mechanical work above ceiling before lay in ceiling or sheet rock is installed –Commercial		320
Mechanical Above Ceiling Final	To final all mechanical work above ceiling before lay in ceiling or sheet rock is installed – Commercial		325
Mechanical Conditional Gas	90 day temporary gas service – NOT FOR OCCUPANCY -		330
Mechanical Final	To final all mechanical work for commercial or residential structure		335
Plumbing Inspections			
Plumbing Underslab Rough In	All plumbing lines ran before slab is poured over them		400
Plumbing Rough In	All plumbing work for commercial or residential structure before sheetrock or insulation installed		405
Plumbing Shower Pan	Rubber Membrane inspection before tile or sheetrock is put up around shower or tub fixture		410
Plumbing Sewer Tap	Drainage connection to septic tank or utilities sewer system for commercial or residential structure		415
Plumbing Water Service Line	Under ground water pipe from well or utilities services for commercial or residential structure		420
Plumbing Above Ceiling Rough In	All plumbing work above ceiling before lay in ceiling or sheet rock is installed – Commercial		425
Plumbing Above Ceiling Final	To final all plumbing work above ceiling before lay in ceiling or sheet rock is installed – Commercial		430
Plumbing Final	To final all plumbing work for commercial or residential structure		435



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Mobile Home Setup Inspections

Mobile Home Footing	Excavated area for manufactured home support	500
Mobile Home Support System	Tie Downs, Set Up and Completed Trades under manufactured home before underpinning	505
Mobile Home Bolt Up	Mobile home halves at marriage wall connections – Not for singlewides	510
Mobile Home Sewer Tap	Drainage connection to septic tank or utilities sewer system for manufactured home	515
Mobile Home Water Service Line	Under ground water pipe from well or utilities services for manufactured home	520
Mobile Home Electrical Rough In	All electrical work for mobile home structure before finals	525
Mobile Home Mechanical Rough In	All mechanical work for mobile home structure before finals	530
Mobile Home Plumbing Rough In	All plumbing work for mobile home structure before finals	535
Mobile Home Electrical Final	To final all electrical work for mobile home structure	540
Mobile Home Mechanical Final	To final all mechanical work for mobile home structure	545
Mobile Home Plumbing Final	To final all plumbing work for mobile home structure	550
Mobile Home Final	Final for Manufactured Home – includes underpinning and decks/porches	555

Modular Home Inspections

Modular Footing	Excavated area for modular building support	600
Modular Foundation	Basement or Crawl Space area for modular structure	605
Modular Bolt Up	Modular home halves at marriage wall connections – not for singlewides	610
Modular Building Rough In	All framing work for modular structure before sheetrock or insulation installed	615
Modular Electrical Rough In	All electrical work for modular structure before sheetrock or insulation installed	620
Modular Mechanical Rough In	All mechanical work for modular structure before sheetrock or insulation installed	625
Modular Plumbing Rough In	All plumbing work for modular structure before sheetrock or insulation installed	630
Modular Water Proofing or Drainage	Seal applied to walls around foundation to prevent water infiltration and/or pipe and gravel for drainage	635
Modular Sewer Tap	Drainage connection to septic tank or utilities sewer system for manufactured home	640
Modular Water Service Line	Under ground water pipe from well or utilities services for modular home	645
Modular Mechanical Final	To final all mechanical work for modular structure	650
Modular Plumbing Final	To final all plumbing work for modular structure	655
Modular Electrical Final	To final all electrical work for modular structure	660
Modular Building Final	To final all framing work for modular structure	665

Pool Installation Inspections

Pool Wet Niche	Ground electrode connection to Wet Niche light fixture and potting compound installation	700
Pool Electrical Underground Lines	All electrical work for pool structure before pool final	705
Pool Structural Steel Bonding Grid	If concrete pool – Structural Steel – interior perimeter around pool	710
Pool Perimeter Bonding Grid	Ground electrode connections from pump to bonding grid, Ladders, Handrails, Diving Boards, etc	715
Pool Electrical Rough In	All piping to motor from power supply – wiring from pump to point of delivery – and all other electrical wiring	720
Pool Electrical Final	Final all electrical work for pool structure	725
Pool Final	Final all concrete and/or frame work on pool structure and fence area	730

Special Permit Inspections

ABC	To inspect a building to sell alcoholic beverages	905
Day Care	Inspect building for use of day care	910
Group Care	Inspect building for use of group care	915



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Certification by Homeowner or Property Owner for Proposed Work to be performed by a Person, Firm or Corporation **Not Licensed by NC Licensing Board for General Contractors**

Job Site Address: _____
No. Street City State Zip

Owner Name: _____ Owner Contact Number: (____) _____

Owner Address: _____
No. Street City State Zip

Person, Firm or Corporation Not Licensed by NC Licensing Board for General Contractors:

Contact Name: _____ Contact Number: (____) _____

Company Name: _____ Other Contact Number: (____) _____
List only if Applicable

Owner Address: _____
No. Street City State Zip

By my signature I understand that the person, firm or corporation proposing to perform work on my home or property is not licensed by the North Carolina Licensing Board for General Contractors, and that the total cost I pay for the work must be less than \$30,000.00. If being signed by representative, you will make sure the Owner is aware of this signed statement and that responsibility for this action still reverts back to them.

Total estimate of price to be paid for work done: \$ _____

Signature of OWNER or Representative Date

_____ County, North Carolina

I, _____, Notary Public, do hereby certify that _____
personally appeared before me and acknowledged the execution of the foregoing instrument.

Witness my hand and notarial seal this _____ day of _____, _____.

Notary Public

-Notary Seal-

My Commission Expires



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**Owner Exemption Affidavit
Pursuant to G.S. 87-14(a)(1)**

Owner Acting As Their Own Contractor

Address and Parcel identification of Real Property where building is to be Constructed or Altered:

Tax Map and Parcel _____ Address _____

I, _____, hereby claim an exemption from licensure under G.S. 87-1(b)(2) by initialing the relevant provision in paragraph 1 and initialing paragraphs 2-4 below and attesting to the following:

1. _____ I certify that I am the owner of the property set forth above on which this building is to be constructed or altered;

-OR-

_____ I am legally authorized to act on behalf of the firm or corporation which is constructing or altering this building on the property owned by the firm or corporation as set forth above. The name of the firm or corporation is: _____.
2. _____ I will personally superintend and manage all aspects of the construction or alteration of the building and that duty will not be delegated to any person not duly licensed under the terms of Article 1 of Chapter 87 of the General Statutes of North Carolina.
3. _____ I will be personally present for all inspections required by the North Carolina State Building Code, unless the plans for the construction or alteration of the building were drawn and sealed by an architect licensed pursuant to Chapter 83A of the General Statutes of North Carolina.
4. _____ I understand that a copy of this AFFIDAVIT will be transmitted to the North Carolina Licensing Board for General Contractors for verification that I am validly entitled to claim an exemption under G.S. 87-1 (b)(2) for the building construction or alteration specified herein. I further understand that, if the North Carolina Licensing Board for General Contractors determines that I was not entitled to claim this exemption, the building permit issued for the building construction or alteration specified herein shall be revoked pursuant to G.S. 153A-362 or G.S. 160A-422.

Signature of Affiant

Date

County, North Carolina

I, _____, Notary Public, do hereby certify that _____ personally appeared before me and acknowledged the execution of the foregoing instrument. Witness my hand and notarial seal this _____ day of _____, _____.

Notary Public

-Notary Seal-

My Commission Expires

(NOTE: It is a Class F felony to willingly commit perjury in any affidavit taken pursuant to law – G.S. 14-209)



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AFFIDAVIT OF WORKERS' COMPENSATION COVERAGE

N.C.G.S. 87-14

The undersigned applicant for Building Permit Number _____ being the

☐ Contractor ☐ Officer/Agent of the Contractor ☐ Owner Acting as Contractor

do hereby affirm under penalties of perjury that the person(s), firm or corporation performing the work set forth in the permit:

- ☐ has/have three (3) or more employees and have obtained workers' compensation insurance to cover them
- ☐ has/have one or more subcontractors(s) and have obtained workers' compensation insurance to cover them
- ☐ has/have one or more subcontractor(s) who has/have no employees and have their own policy of workers' compensation covering themselves
- ☐ has/have not more than two (2) employee's and no subcontractors

while working on the project for which this permit is sought. It is understood that the Building Code Enforcement Department issuing the permit may require certificates of coverage of workers' compensation insurance coverage prior to issuance of the permit and at any time during the permitted work from any person, firm or corporation carrying out the work.

Signed by: _____, _____, ____ / ____ / _____
Contractor / Agent / Owner Title Date



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Flood Administration Information Page

Job Site Address: _____

Tax Map/Parcel: _____

Zoning Jurisdiction: (select one)

- ☐ Rowan ☐ China Grove ☐ Landis ☐ Faith ☐ Rockwell
☐ Granite Quarry ☐ Cleveland ☐ Spencer ☐ E. Spencer ☐ Kannapolis ☐ Salisbury

Notice: Rowan County Planning and Development Department administers the Flood Ordinance to all parcel except those in City of Salisbury (including ETJ) and City of Kannapolis (including ETJ)

I have visited the appropriate Flood Ordinance Administrator and I understand that this property:

- ☐ is in or near the flood zone and requires a development permit
☐ is out of the flood zone area and does not require a flood inspection of any type

and

- ☐ is in the Rowan County's jurisdiction and the flood information is on the Zoning Permit
☐ is in a Municipality's zoning jurisdiction and requires a FLOOD STAMP from Rowan Co. Planning

If signed by a representative, I will make sure the Owner or Contractor is aware of this signed statement and that responsibility for this action still reverts back to them.

Owner or Representative

Date

Contact Information:

Rowan County: Shane Stewart, 704.216.8602, 402 N Main St, Salisbury, NC

City of Salisbury: Patrick L. Ritchie, 704.638.5203, City of Salisbury, Engineering Division

City of Kannapolis: Emily Jackson, 704.9333.5999, City of Kannapolis, Planning



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Additional Data.

The inspection department may require details, computations, stress diagrams or documentation sealed by a registered design professional and other data necessary to describe the construction or installation of a system.

North Carolina State Building Code: Administrative Code and Policies 2009 Addition, Sec. 106.2.2

Final Inspections.

Final inspections shall be made for each trade after completion of the work authorized under the technical codes.

North Carolina State Building Code: Administrative Code and Policies 2009 Addition, Sec. 107.1.8

Signed Statement

I have signed as Owner, Contractor or Applicant for this Permit Number _____ and I fully understand that by doing so I take full responsibility for making sure that the additional data needed is submitted and that the final inspections are scheduled on this and all other permits pertaining to this job. As applicant, I will make sure the Owner or Contractor is aware of this signed statement and that responsibility for this action still reverts back to them. Failure to obtain final inspections on this or any related permits or occupying a structure without a Certificate of Occupancy shall be guilty of a Class 1 misdemeanor per section 153A-363 in the North Carolina General Statutes.

Signature of Applicant: _____ Date: _____

Check One: ☐ Owner ☐ Licensed Contractor ☐ Applicant for Owner ☐ Applicant for Contractor



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Commercial Plan Review Application

Date: _____

Project Name: _____

Job Site Address: _____

Contact Person: _____ Phone: (____) _____

Fax: (____) _____ Email: _____

Owner: _____ Phone: (____) _____

Fax: (____) _____ Email: _____

Detail Description of Proposed Use of Building: _____

Residential Use: _____ Commercial Use _____

Square Footage _____ Type of Construction _____

Occupancy Classification Group _____

Building Height _____ Number of Stories _____

ALL ABOVE FIELDS ARE REQUIRED TO BE FILLED IN BY APPLICANT

*** ALL FIELDS BELOW ARE FOR ROWAN COUNTY OFFICE USE ONLY***

Plans Received by: _____

Plans Reviewed by: _____

Review Approval Date: _____

Date Customer Notified: _____

Fire Marshall Approval Date: _____

Sign & Date Pick Up by Customer: _____

Inspection Level: _____



Rowan County Building Code Enforcement

402 North Main Street • Suite 207 • Salisbury, N.C. 28144-4341

Office: 704-216-8619 Fax: 704-638-3130

Commercial Plan Review Requirements

All commercial projects must furnish two (2) complete sets of plans that satisfy the plan requirements listed below. For a project to be reviewed, all plans requirement material must be submitted at the same time. Otherwise, the submittals will be viewed as incomplete and will be returned to the applicant or destroyed. Rowan County is not a repository for plan sets awaiting a complete submittal

Note: 3rd party reviews are not accepted.

Plans must be reviewed by Rowan County Building Code Enforcement Department.

Plan Requirements:

2 complete sets of plans [Minimum 18" x 24" Plan Sheets and Legibly scaled and dimensioned] including:

- ☐ Completed Appendix "B"
- ☐ Site Plans
- ☐ Life Safety Plans
- ☐ Architectural Plans
- ☐ Structural Plans
- ☐ Electrical Plans
- ☐ Mechanical Plans
- ☐ Plumbing Plans
- ☐ Rehab Code Projects required to be accompanied by a fully completed "Decision Diagram" (Reference Guide). All required sections & subsections shall be noted for the project.
- ☐ Sealed by a North Carolina Design Professional unless one of the exceptions below is met: (per G.S. 83A-1, 83A-12, 83A-13, 89c-3, 89C-23) in Please check which exception may apply:
 - ☐ Family Residence, up to eight units attached with grade level exit that is not part of or physically connected with any other buildings or residential units.
 - ☐ Farm Buildings
 - ☐ An Institutional or Commercial Building if it does not have a total value exceeding \$90,000.
 - ☐ An Institutional or Commercial Building if the total building area does not exceed 2,500 square feet in gross floor area.
 - ☐ Alterations, remodeling or renovation of an existing building or building site that is exempt under this section or alteration, remodeling, or renovation that does not alter or effect the structural system of the building; change the building's access or exit pattern; or change the live or dead load on the building's structural system.
 - ☐ The preparation and use of details and shop drawings, assembly or erection drawings, or graphic descriptions utilized to detail or illustrate a portion of the work required to construct the project in accordance with the plans and specifications prepared or to be prepared under the requirement or exemptions.
 - ☐ Nothing shall prevent any individual for making plans or data for buildings for himself. Individual must own the property and building must be for his use.

I affirm that all of the required plans are submitted and that all required forms are completely filled out and submitted, including the Commercial Plan Review Application.

Applicant Signature: _____



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APPENDIX B

2012 BUILDING CODE SUMMARY FOR ALL COMMERCIAL PROJECTS

(EXCEPT ONE- AND TWO-FAMILY DWELLINGS AND TOWNHOUSES)

(Reproduce the following data on the building plans sheet 1 or 2)

Name of Project: _____

Address: _____ Zip Code _____

Proposed Use: _____

Owner/Authorized Agent: _____ Phone # (____) ____ - ____ E-Mail _____

Owned By: ☐ City/County ☐ Private ☐ State

Code Enforcement Jurisdiction: ☐ City _____ ☐ County _____ ☐ State

LEAD DESIGN PROFESSIONAL: _____

DESIGNER	FIRM	NAME	LICENSE #	TELEPHONE #	E-MAIL
Architectural	_____	_____	_____	(____) _____	_____
Civil	_____	_____	_____	(____) _____	_____
Electrical	_____	_____	_____	(____) _____	_____
Fire Alarm	_____	_____	_____	(____) _____	_____
Plumbing	_____	_____	_____	(____) _____	_____
Mechanical	_____	_____	_____	(____) _____	_____
Sprinkler-Standpipe	_____	_____	_____	(____) _____	_____
Structural	_____	_____	_____	(____) _____	_____
Retaining Walls >5' High	_____	_____	_____	(____) _____	_____
Other	_____	_____	_____	(____) _____	_____

2012 EDITION OF NC CODE FOR: ☐ New Construction ☐ Addition ☐ Upfit
EXISTING: ☐ Reconstruction ☐ Alteration ☐ Repair ☐ Renovation
CONSTRUCTED: (date) _____ **ORIGINAL USE(S)** (Ch. 3): _____
RENOVATED: (date) _____ **CURRENT USE(S)** (Ch. 3): _____
PROPOSED USE(S) (Ch. 3): _____

BUILDING DATA

Construction Type: ☐ I-A ☐ II-A ☐ III-A ☐ IV ☐ V-A
(check all that apply) ☐ I-B ☐ II-B ☐ III-B ☐ V-B
Sprinklers: ☐ No ☐ Partial ☐ Yes ☐ NFPA 13 ☐ NFPA 13R ☐ NFPA 13D
Standpipes: ☐ No ☐ Yes Class ☐ I ☐ II ☐ III ☐ Wet ☐ Dry
Fire District: ☐ No ☐ Yes (Primary) **Flood Hazard Area:** ☐ No ☐ Yes

Building Height: (Feet) _____

Gross Building Area:

FLOOR	EXISTING (SQ Ft)	NEW (SQ Ft)	SUB-TOTAL
6 th Floor	_____	_____	_____
5 th Floor	_____	_____	_____
4 th Floor	_____	_____	_____
3 rd Floor	_____	_____	_____
2 nd Floor	_____	_____	_____
Mezzanine	_____	_____	_____
1 st Floor	_____	_____	_____
Basement	_____	_____	_____
TOTAL	_____	_____	_____



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ALLOWABLE AREA

Occupancy:

- Assembly ☐ A-1 ☐ A-2 ☐ A-3 ☐ A-4 ☐ A-5
Business ☐
Educational ☐
Factory ☐ F-1 Moderate ☐ F-2 Low
Hazardous ☐ H-1 Detonate ☐ H-2 Deflagrate ☐ H-3 Combust ☐ H-4 Health ☐ H-5 HPM
Institutional ☐ I-1 ☐ I-2 ☐ I-3 ☐ I-4
I-3 Condition ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
Mercantile ☐
Residential ☐ R-1 ☐ R-2 ☐ R-3 ☐ R-4
Storage ☐ S-1 Moderate ☐ S-2 Low ☐ High-piled
☐ Parking Garage ☐ Open ☐ Enclosed ☐ Repair Garage
Utility and
Miscellaneous ☐

Accessory Occupancies:

- Assembly ☐ A-1 ☐ A-2 ☐ A-3 ☐ A-4 ☐ A-5
Business ☐
Educational ☐
Factory ☐ F-1 Moderate ☐ F-2 Low
Hazardous ☐ H-1 Detonate ☐ H-2 Deflagrate ☐ H-3 Combust ☐ H-4 Health ☐ H-5 HPM
Institutional ☐ I-1 ☐ I-2 ☐ I-3 ☐ I-4
I-3 Condition ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
Mercantile ☐
Residential ☐ R-1 ☐ R-2 ☐ R-3 ☐ R-4
Storage ☐ S-1 Moderate ☐ S-2 Low ☐ High-piled
☐ Parking Garage ☐ Open ☐ Enclosed ☐ Repair Garage
Utility and
Miscellaneous ☐

Accessory Occupancies:

- ☐ Furnace room where any piece of equipment is over 400,000 Btu per hour input
☐ Rooms with boilers where the largest piece of equipment is over 15psi and 10 horsepower
☐ Refrigerant machine room
☐ Hydrogen cutoff rooms, not classified as Group H
☐ Incinerator room
☐ Paint shops, not classified as Group H, located in occupancies other than Group F
☐ Laboratories and vocational shops, not classified as Group H, located in a Group E or I-2 occupancy
☐ Laundry rooms over 100 square feet
☐ Group I-3 cells equipped with padded surfaces
☐ Group I-2 waste and linen collection rooms
☐ Waste and linen collection rooms over 100 square feet
☐ Stationary storage battery systems having a liquid electrolyte capacity of more than 50 gallons, or a lithium-ion capacity of 1,000 pounds used for facility standby power, emergency power or uninterrupted power supplies
☐ Rooms containing fire pumps
☐ Group I-2 storage rooms over 100 square feet
☐ Group I-2 commercial kitchens
☐ Group I-2 laundries equal to or less than 100 square feet
☐ Group I-2 rooms or spaces that contain fuel-fired heating equipment

Special Uses: ☐ 402 ☐ 403 ☐ 404 ☐ 405 ☐ 406 ☐ 407 ☐ 408 ☐ 409 ☐ 410 ☐ 411 ☐ 412 ☐ 413 ☐ 414 ☐ 415 ☐ 416 ☐ 417
☐ 418 ☐ 419 ☐ 420 ☐ 421 ☐ 422 ☐ 423 ☐ 424 ☐ 425 ☐ 426 ☐ 427

Special Provisions: ☐ 509.2 ☐ 509.3 ☐ 509.4 ☐ 509.5 ☐ 509.6 ☐ 509.7 ☐ 509.8 ☐ 509.9

Continued....



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ALLOWABLE AREA – cont'd

Mixed Occupancy: ☐ No ☐ Yes Separation: _____ Hr. Exception: _____

☐ Incidental Use Separation (508.2.5)

This separation is not exempt as a Non-Separated Use (see exceptions).

☐ Non-Separated Use (508.3.2)

The required type of construction for the building shall be determined by applying the height and area limitations for each of the applicable occupancies to the entire building. The most restrictive type of construction, so determined, shall apply to the entire building.

☐ Separated Use (508.3.3) - See below for area calculations

For each story, the area of the occupancy shall be such that the sum of the ratios of the actual floor area of each use divided by the allowable floor area for each use shall not exceed 1.

$$\frac{\text{Actual Area of Occupancy A}}{\text{Allowable Area of Occupancy A}} + \frac{\text{Actual Area of Occupancy B}}{\text{Allowable Area of Occupancy B}} \leq 1$$

$$\text{_____} + \text{_____} + \dots = \text{_____} \leq 1.00$$

STORY NO.	DESCRIPTION AND USE	(A) BLDG AREA PER STORY (ACTUAL)	(B) TABLE 503 ⁵ AREA	(C) AREA FOR FRONTAGE INCREASE ¹	(D) AREA FOR SPRINKLER INCREASE ²	(E) ALLOWABLE AREA OR UNLIMITED ³	(F) MAXIMUM BUILDING AREA ⁴

¹ Frontage area increases from Section 506.2 are computed thus:

a. Perimeter which fronts a public way or open space having 20 feet minimum width = _____ (F)

b. Total Building Perimeter = _____ (P)

c. Ratio (F/P) = _____ (F/P)

d. W = Minimum width of public way = _____ (W)

e. Percent of frontage increase $I_f = 100 [F/P - 0.25] \times W/30 = \text{_____} (\%)$

² The sprinkler increase per Section 506.3 is as follows:

a. Multi-story building $I_s = 200$ percent

b. Single story building $I_s = 300$ percent

³ Unlimited area applicable under conditions of Sections 507.

⁴ Maximum Building Area = total number of stories in the building x E (506.4).

⁵ The maximum area of open parking garages must comply with Table 406.3.5. The maximum area of air traffic control towers must comply with Table 412.1.2.



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ALLOWABLE HEIGHT

	ALLOWABLE (TABLE 503)	INCREASE FOR SPRINKLERS	SHOWN ON PLANS	CODE REFERENCE
Type of Construction	Type _____		Type _____	
Building Height in Feet	Feet _____	Feet = H + 20' = _____		
Building Height in Stories	Stories _____	Stories + 1 = _____	Stories	

FIRE PROTECTION REQUIREMENTS

BUILDING ELEMENT	FIRE SEPARATION DISTANCE (FEET)	RATING		DETAIL # AND SHEET #	DESIGN # FOR RATED ASSEMBLY	DESIGN # FOR RATED PENETRATION	DESIGN # FOR RATED JOINTS
		REQ'D	PROVIDED (w/ _____ * REDUCTION)				
Structural Frame Including columns, girders, trusses							
Bearing Walls							
Exterior							
North							
East							
West							
South							
Interior							
Nonbearing Walls and Partitions							
Exterior walls							
North							
East							
West							
South							
Interior walls and partitions							
Floor Construction Including supporting beams and joists							
Roof Construction Including supporting beams and joists							
Shaft Enclosures - Exit							
Shaft Enclosures - Other							
Corridor Separation							
Occupancy Separation							
Party/Fire Wall Separation							
Smoke Barrier Separation							
Tenant Separation							
Incidental Use Separation							

* Indicate section number permitting reduction



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LIFE SAFETY SYSTEM REQUIREMENTS

Emergency Lighting: ☐ No ☐ Yes
 Exit Signs: ☐ No ☐ Yes
 Fire Alarm: ☐ No ☐ Yes
 Smoke Detection Systems: ☐ No ☐ Yes ☐ Partial _____
 Panic Hardware: ☐ No ☐ Yes

LIFE SAFETY PLAN REQUIREMENTS

Life Safety Plan Sheet #: _____

- ☐ Fire and/or smoke rated wall locations (Chapter 7)
- ☐ Assumed and real property line locations
- ☐ Exterior wall opening area with respect to distance to assumed property lines (705.8)
- ☐ Existing structures within 30 feet of the proposed building
- ☐ Occupancy types for each area as it relates to occupant load calculation (table 1004.1.1)
- ☐ Occupant loads for each area
- ☐ Exit access travel distances (1016)
- ☐ Common path of travel distances (1014.3 & 1028.8)
- ☐ Dead end lengths (1018.4)
- ☐ Clear exit widths for each exit door
- ☐ Maximum calculated occupant load capacity each exit door can accommodate based on egress width (1005.1)
- ☐ Actual occupant load for each exit door
- ☐ A separate schematic plan indicating where fire rated floor/ceiling and/or roof structure is provided for purposes of occupancy separation
- ☐ Location of doors with panic hardware (1008.1.10)
- ☐ Location of doors with delayed egress locks and the amount of delay (1008.1.9.7)
- ☐ Location of doors with electromagnetic egress locks (1008.1.9.8)
- ☐ Location of doors equipped with hold-open devices
- ☐ Location of emergency escape windows (1029)
- ☐ The square footage of each fire area (902)
- ☐ The square footage of each smoke compartment (407.4)
- ☐ Note any code exceptions or table notes that may have been utilized regarding the items above

ACCESSIBLE DWELLING UNITS (SECTION 1107)

TOTAL UNITS	ACCESSIBLE UNITS REQUIRED	ACCESSIBLE UNITS PROVIDED	TYPE A UNITS REQUIRED	TYPE A UNITS PROVIDED	TYPE B UNITS REQUIRED	TYPE B UNITS PROVIDED	TOTAL ACCESSIBLE UNITS PROVIDED

ACCESSIBILITY PARKING (SECTION 1106)

LOT OR PARKING AREA	TOTAL # OF PARKING SPACES		# OF ACCESSIBLE SPACES PROVIDED			TOTAL # ACCESSIBLE PROVIDED
	REQUIRED	PROVIDED	REGULAR WITH 5' ACCESS AISLE	VAN SPACES WITH		
				132" ACCESS AISLE	8" ACCESS AISLE	
TOTAL						



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STRUCTURAL DESIGN

DESIGN LOADS:

Importance Factors:

Wind (I_w) _____
Snow (I_s) _____
Seismic (I_E) _____

Live Loads:

Roof _____ psf
Mezzanine _____ psf
Floor _____ psf

Ground Snow Load:

_____ psf

Wind Load:

Basic Wind Speed _____ mph (ASCE-7)
Exposure Category _____
Wind Base Shears (for MWFRS) $V_x =$ _____ $V_y =$ _____

SEISMIC DESIGN CATEGORY

☐ A ☐ B ☐ C ☐ D

Provide the following Seismic Design Parameters:

Occupancy Category (Table 1604.5)

☐ I ☐ II ☐ III ☐ IV

Spectral Response Acceleration

S_s _____ %g S_1 _____ %g

Site Classification (Table 1613.5.2)

☐ A ☐ B ☐ C ☐ D ☐ E ☐ F

Data Source:

☐ Field Test ☐ Presumptive ☐ Historical Data

Basic structural system (check one)

☐ Bearing Wall ☐ Dual w/Special Moment Frame
☐ Building Frame ☐ Dual w/Intermediate R/C or Special Steel
☐ Moment Frame ☐ Inverted Pendulum

Seismic base shear

$V_x =$ _____ $V_y =$ _____

Analysis Procedure

☐ Simplified ☐ Equivalent Lateral Force ☐ Dynamic

Architectural, Mechanical, Components anchored?

☐ Yes ☐ No

LATERAL DESIGN CONTROL: ☐ Earthquake ☐ Wind

SOIL BEARING CAPACITIES:

Field Test (provide copy of test report) _____ psf
Presumptive Bearing capacity _____ psf
Pile size, type, and capacity _____

SPECIAL INSPECTIONS REQUIRED: ☐ Yes ☐ No

PLUMBING FIXTURE REQUIREMENTS (TABLE 2902.1)

USE		WATERCLOSETS		URINALS	LAVATORIES		SHOWERS/ TUBS	DRINKING FOUNTAINS	
		MALE	FEMALE		MALE	FEMALE		REGULAR	ACCESSIBLE
SPACE	EXISTING								
	NEW								
	REQUIRED								

SPECIAL APPROVALS

Special approval: (Local Jurisdiction, Department of Insurance, OSC, DPL, DHHS, ICC, etc., describe below)



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ENERGY SUMMARY

ENERGY REQUIREMENTS:

The following data shall be considered minimum and any special attribute required to meet the energy code shall also be provided. Each Designer shall furnish the required portions of the project information for the plan data sheet. If performance method, state the annual energy cost for the standard reference design versus the annual energy cost for the proposed design.

Climate Zone: ☐ 3 ☐ 4 ☐ 5

Method of Compliance:

- ☐ Prescriptive (Energy Code)
- ☐ Performance (Energy Code)
- ☐ Prescriptive (ASHRAE 90.1)
- ☐ Performance (ASHRAE 90.1)

THERMAL ENVELOPE

Roof/ceiling Assembly (each assembly)

Description of assembly: _____
U-Value of total assembly: _____
R-Value of insulation: _____
Skylights in each assembly: _____
 U-Value of skylight: _____
total square footage of skylights in each assembly: _____

Exterior Walls (each assembly)

Description of assembly: _____
U-Value of total assembly: _____
R-Value of insulation: _____
Openings (windows or doors with glazing)
 U-Value of assembly: _____
 Solar heat gain coefficient: _____
 Projection factor: _____
 Door R-Values: _____

Walls below grade (each assembly)

Description of assembly: _____
U-Value of total assembly: _____
R-Value of insulation: _____

Floors over unconditioned space (each assembly)

Description of assembly: _____
U-Value of total assembly: _____
R-Value of insulation: _____

Floors slab on grade

Description of assembly: _____
U-Value of total assembly: _____
R-Value of insulation: _____
Horizontal/vertical requirement: _____
Slab heated: _____



Rowan County Building Code Enforcement

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MECHANICAL SUMMARY

MECHANICAL SYSTEMS, SERVICE SYSTEMS AND EQUIPMENT

Thermal Zone

Winter dry bulb: _____
Summer dry bulb: _____

Interior design conditions

Winter dry bulb: _____
Summer dry bulb: _____
Relative humidity: _____

Building heating load: _____

Building cooling load: _____

Mechanical Spacing Conditioning System

Unitary

Description of unit: _____
Heating efficiency: _____
Cooling efficiency: _____
Size category of unit: _____

Boiler

Size category. If oversized, state reason: _____

Chiller

Size category. If oversized, state reason: _____

List equipment efficiencies: _____

ELECTRICAL SUMMARY

ELECTRICAL SYSTEM AND EQUIPMENT

Method of Compliance:

Energy code: ☐ Prescriptive ☐ Performance
ASHRAE 90.1: ☐ Prescriptive ☐ Performance

Lighting schedule (each fixture type)

lamp type required in fixture
number of lamps in fixture
ballast type used in the fixture
number of ballasts in fixture
total wattage per fixture
total interior wattage specified vs allowed (whole building or space by space)
total exterior wattage specified vs allowed

Additional Prescriptive compliance

- ☐ 506.2.1 More Efficient Mechanical Equipment
- ☐ 506.2.2 Reduced Lighting Power Density
- ☐ 506.2.3 Energy Recovery Ventilation Systems
- ☐ 506.2.4 Higher Efficiency Service Water Heating
- ☐ 506.2.5 On-site Supply of Renewable Energy
- ☐ 506.2.6 Automatic Daylighting Control Systems



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Page 1 of 3

ROWAN COUNTY, NORTH CAROLINA Statement of Special Inspections

PROJECT: _____ **NCBC Edition:** _____

Address: _____ **Occupancy:** _____

_____ **Construction Type:** _____

Building Owner: _____
Name Company

Owner's Address: _____
Street City State Zip Code

Architect of Record: _____
Name & License Company

Structural Engineer of Record: _____
Name & License Company

Geotechnical Engineer of Record: _____
Name & License Company

Special Inspections Engineer of Record 1 : _____
Name & License Company

Special Inspections Engineer of Record 2: _____
Name & License Company

Special Inspections Engineer of Record 3: _____
Name & License Company

General Contractor: _____
Name & License Company

This Statement of Special Inspections is submitted as a condition for permit issuance in accordance with the North Carolina Statewide Building Code.

The Special Inspections Engineer of Record shall keep records of specified special inspections and testing and shall furnish copies of inspection and testing reports to the Rowan County Inspections Department and to the appropriate registered design professionals of record. Discrepancies from the approved plans and specifications and code violations observed during the conduct of special inspections services shall be brought to the immediate attention of the contractor for correction, to the attention of the Rowan County Inspections Department, and to the appropriate registered design professionals of record. A final report of special inspections documenting completion of specified special inspections and correction of any discrepancies and observed code violations noted in the inspection and testing reports shall be submitted to the Rowan County Inspections Department prior to the request for final building inspection and building inspection approval by County staff.

Prepared by Registered Design Professional in Responsible Charge:

(Type or print) Name

Signature & Date

Building Owner's Authorization:

Signature & Date

Building Official's Acceptance:

Rowan County Building Code Enforcement _____
Signature & Date



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Page 2 of 3 PROJECT:	STATEMENT OF SPECIAL INSPECTIONS	Date: Prepared By:
--------------------------------	---	-----------------------

ACTIVITY/SYSTEMS	Y/N	AGENT *	Continuous or Periodic Inspection ref. below
Steel Construction, Fabrication & Seismic Resistance			NC Building Code 1704.2, 1704.3, 1707, 1708.4
Concrete Construction, Fabrication & Seismic Resistance			NC Building Code 1704.2, 1704.4, 1708.3
Masonry Construction, Fabrication & Seismic Resistance			NC Building Code 1704.2, 1704.5, 1708.1 &
Wood Construction, Fabrication & Seismic Resistance			NC Building Code 1704.2, 1704.6, 1707.3
Soils			NC Building Code 1704.7
Pile Foundations & Fabricators			NC Building Code 1704.2, 1704.8, 1808, 1809, 1810, 1811
Pier Foundations			NC Building Code 1704.9, 1808, 1812
Earth Retention Systems			NC Building Code 1806.2
Sprayed Fire Resistance Materials			NC Building Code 1704.10
Mastic & Intumescent fire-resistant coatings			NC Building Code 1704.11
EIFS			NC Building Code 1704.12
Smoke Control			NC Building Code 1704.14
Seismic Resistance Architectural, Components			NC Building Code 1705.3 para 4.2, 4.3, 4.4, 4.5, & 1707.7
Seismic Resistance Mechanical Components			NC Building Code 1705.3 para 2-5, 1707.8, 1707.9, 1707.10, & 1708.5
Seismic Resistance Electrical Components			NC Building Code 1705.3 para 2-5, 1707.8, 1707.9, 1707.10, & 1708.5
Structural Observations required in Occupancy Category III or IV per Table 1604.5		<i>SER</i>	NC Building Code 1702 & 1709 To be conducted by the Structural Engineer of Record
Special Cases			NC Building Code 1704.13

* INSPECTION AGENTS	Name,	Company,	Address
1. Special Inspections Engineer of Record 1:			
2. Inspection and Testing Agency 1 A:			
3. Special Inspections Engineer of Record 2:			
4. Inspection and Testing Agency 2 A:			
5. Special Inspections Engineer of Record 3:			
6. Inspection and Testing Agency 3 A:			

Note: The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent, and not by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official, prior to commencing work.



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Page 3 of 3

ROWAN COUNTY, NORTH CAROLINA STATEMENT OF SPECIAL INSPECTIONS

Identification of Seismic Systems NCBC 1705.3

Seismic Design Category	
Identification of Seismic Systems Required	
NCBC 1705.3 para 1 & 1705.3.1 Description of seismic force resisting system requiring special inspections (Review Section 1705.3, 1707 and 1708 of the NCBC to prepare this section)	
NCBC 1705.3 para 2 & 1705.3.1 Description of designated seismic systems requiring special inspections (Review Section 1705, 1707 and 1708 of the NCBC and ASCE 7 to prepare this section):	
NCBC 1705.3 para 3, 4, 5 & 1705.3.1 Description of additional seismic systems requiring special inspections (Review Section 1705, 1707 and 1708 of the NCBC and ASCE 7 to prepare this section):	

Identification of Wind Force Resisting System 1705.4

Basic Wind Speed (3 second gust)	
Wind Exposure Category	
Identification of MWFR Systems Required (Y/N)	
Description of wind force resisting system and designated wind resisting components requiring special inspections (Review Section 1705.4 of the NCBC to prepare this section):	

Statement of Responsibility

List each contractor responsible for the construction or fabrication of a system or component designated above. Each contractor listed must submit a Statement of Responsibility.

Name	Company	System or Component



Rowan County Building Code Enforcement

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Contractor's Statement of Responsibility

Each contractor responsible for the construction or fabrication of a system or component described in the Statement of Special Inspections must submit a Statement of Responsibility.

Project:

Contractor's Name:

Address:

License No.:

Description of designated building systems and components included in the Statement of Responsibility:

Contractor's Acknowledgment of Special Requirements

I hereby acknowledge that control will be exercised to obtain conformance with the construction documents approved by the Building Official.

Signature

Date

Contractor's Provisions for Quality Control

Procedures for exercising control within the contractor's organization, the method and frequency of reporting and the distribution of reports is attached to this Statement.

Identification and qualifications of the person(s) exercising such control and their position(s) in the organization are attached to this Statement.